

**PAYMENT VOUCHER**

SHADED AREAS FOR FINANCE USE ONLY

CHECK DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

1. USE A SEPARATE VOUCHER FOR EACH VENDOR OR PURCHASE ORDER.
2. LIST EACH VENDOR INVOICE SEPARATELY.
3. ATTACHED VENDOR INVOICE(S) AND ALL SUPPORTING DOCUMENTATION TO THIS FORM.

BATCH #	DATE	DEPARTMENT & DIVISION	RESPONSIBILITY CTR & ACTIVITY
	07/25/16	Department of Public Works	Various Schools

VENDOR/PAYEE NAME	VENDOR/PAYEE #	GROUP #	SOC. SEC. NO./FED. ID. NO.	PURCHASE ORDER NO.
Milone & MacBroom, Inc.	10392			20164539

DATE OF INVOICE	VENDOR INVOICE NO.	FUND	MUNIS OBJECT NUMBER	MUNIS ORG NUMBER	P.O. LINE NO.	PROJECT NUMBER	NET AMOUNT
05/09/16	Pymt. #1 (Inv.#76099)	4030	534098	43067114	1	Q0904	\$18,000.00
06/08/16	Pymt. #2 (Inv.#76459)	4030	534098	43067114	1	Q0904	\$36,000.00
07/11/16	Pymt. #3 (Inv.#76888)	4030	534098	43067114	1	Q0904	\$27,000.00

FINAL PAYMENT <input type="checkbox"/>	PARTIAL PAYMENT <input checked="" type="checkbox"/>	ENCUMBRANCE LIQUIDATION <input type="checkbox"/>	<b>TOTAL</b>	<b>\$81,000.00</b>
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**PAYMENT DESCRIPTION**  
**Pymts. #1-3: for the professional services of enrollment projections for various schools.**  
**ENTER INFORMATION TO APPEAR ON CHECK STUB, (MAX. OF 60 CHARACTERS) I.E.: ACCT#, CUST#, etc.**  
**Pymts. #1-3: for the professional services of enrollment projections for various schools.**

VOUCHER PREPARED BY: <i>Emily M. Carranza</i> Emily M. Carranza, Financial Controls Manager Arcadis/O&G/C&R Program Management	REVIEWED & APPROVED BY: <i>Antonio J. Matta</i> Antonio J. Matta, Department of Public Work	PAYMENT APPROVED BY: <i>Marlynn Cruz-Aponte</i> Marlynn Cruz-Aponte, Department of Public Works
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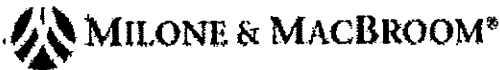
PREAUDITED BY

DATA ENTERED BY

THIS PAYMENT HAS BEEN DULY AUDITED, PAY TO THE ORDER OF THE VENDOR/PAYEE THE NET AMOUNT SHOWN

SIGNATURE / DIRECTOR OF FINANCE

RECEIVED  
 CITY OF HARTFORD  
 2016 AUG -2 PM 12:49



Inv# 76099 \$ 18,000.00  
 Milone & Macbroom Inc.  
 05/09/2016 # Pages 3 FP3 DOC120S15203  
 PO# 20164539

**INVOICE**

HARTFORD PUBLIC SCHOOLS  
 960 MAIN STREET 9TH FLOOR, HARTFORD, CT 06103  
 Care of:  
**ARCADIS/O&G/C&R Program Management**  
 207 Main Street - Suite 200  
 Hartford, CT 06106

Date: 5/9/2016  
 Project: School Master Plan  
 Invoice No: 76099  
 Purchase Order No: 20164539

Payment Application No.: 1

**PROCESSED**  
 Date: 8-3-16  
 Batch No. 829  
 Vendor No. 10392  
 Doc No. 654255

Project Name: School Master Plan  
 Project #4813-02

Professional Services:  
 For Professional Services Rendered: April 01, 2016 to April 30, 2016

SERVICES	Contract Amount	% Billed	Earned	Previously Billed	Current Billing	Remaining
<b>SERVICES</b>						
Task #1 Project Initiation	\$ 9,000.00	100%	\$ 9,000.00	\$ -	\$ 9,000.00	\$ -
Task #2 Comprehensive Demographics, Housing Analysis & Land Use	\$ 18,000.00	40%	\$ 7,200.00	\$ -	\$ 7,200.00	\$ 10,800.00
Task #3 Enrollment Trends & Regional Educational Landscape	\$ 18,000.00	0%	\$ -	\$ -	\$ -	\$ 18,000.00
Task #4 Enrollment Projections Districtwide and by School/Program	\$ 45,000.00	0%	\$ -	\$ -	\$ -	\$ 45,000.00
Task #5 Space Inventory & Capacity Analysis	\$ 45,000.00	0%	\$ -	\$ -	\$ -	\$ 45,000.00
Task #6 Planning for the Future - Options (Advantages/Disadvantages)	\$ 18,000.00	0%	\$ -	\$ -	\$ -	\$ 18,000.00
Task #7 Public Meetings & Workshop (Total of 9 incl. Workshop)	\$ 18,000.00	10%	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 16,200.00
Task #8 Final Report	\$ 9,000.00	0%	\$ -	\$ -	\$ -	\$ 9,000.00
<b>TOTAL BASE SERVICES</b>	<b>\$ 180,000.00</b>	<b>10%</b>	<b>\$ 18,000.00</b>	<b>\$ -</b>	<b>\$ 18,000.00</b>	<b>\$ 162,000.00</b>

**AMOUNT DUE THIS INVOICE \$ 18,000.00**

**APPROVED**  
 By: [Signature]  
 By: [Signature] 5/12/16

SUBMITTED BY:

Milone & MacBroom

CLIENT APPROVAL

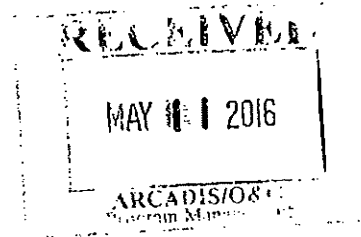
Claudio Bazzano  
 Hartford Public Schools

**Invoice**



**MILONE & MACBROOM**

99 Realty Drive  
Cheshire, CT 06410  
(203) 271-1773 Fax: (203) 272-9733



Hartford Public Schools  
c/o ARCADIS/O&G  
207 Main Street, Suite 200  
Hartford, CT 06106

May 09, 2016  
Invoice No: 76099

Project Manager Michael Zuba

Project 4813-02 School Master Plan - Hartford, CT  
P.O. #20164539

Professional Services for the Period: April 01, 2016 to April 30, 2016

Billing Group -01 10 Year Master Plan

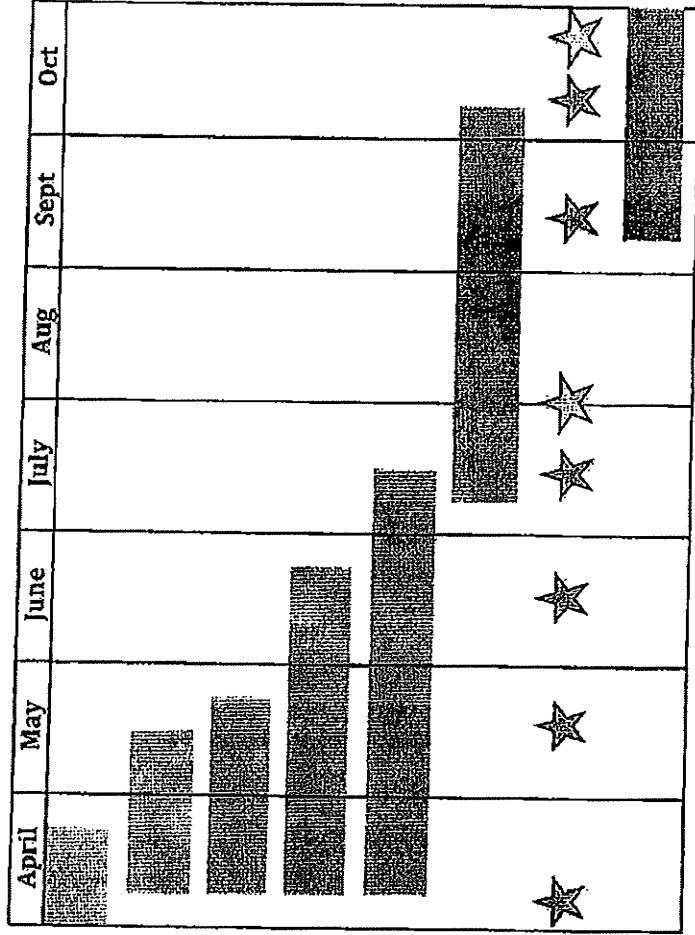
Total Fee 180,000.00

Percent Complete

10.00 Total Earned 18,000.00  
Previous Fee Billing 0.00  
Current Fee Billing 18,000.00  
Total Fee 18,000.00

Billing Group Total \$18,000.00

Total Project Invoice Amount \$18,000.00




**Task**

- 1 Project Initiation
- 2 Demographics, Housing, Land Use Analysis
- 3 Enrollment Trends
- 4 Enrollment Projections
- 5 Space Inventory, Benchmarking, Capacity Analysis
- 6 Planning for Future (Recommendations)
- 7 Public Meetings
- 8 Final Report

★ Board of Education Meeting  
 ★ Advisory Committee Meeting



  
 Inv# 76459 \$ 36,000.00  
 Milone & Macbroom Inc.  
 06/08/2016 # Pages 2 FP2 DOC120S15204  
 P0# 20164539

**INVOICE**

HARTFORD PUBLIC SCHOOLS  
 960 MAIN STREET 9TH FLOOR, HARTFORD, CT 06103  
 Care of:  
**ARCADIS/O&G/C&R Program Management**  
 207 Main Street - Suite 200  
 Hartford, CT 06106

Date: 6/8/2016  
 Project: School Master Plan  
 Invoice No: 76459  
**Purchase Order No: 20164539**  
 Payment Application No.: 2

**PROCESSED**

Date: 8-3-16  
 Batch No. 829  
 Vendor No. 10392  
 Doc No. 654256

Project Name: School Master Plan  
 Project #4813-02

Professional Services:

For Professional Services Rendered: May 01, 2016 to May 31, 2016

SERVICES	Contract Amount	% Billed	Earned	Previously Billed	Current Billing	Remaining
<b>SERVICES</b>						
Task #1 Project Initiation	\$ 9,000.00	100%	\$ 9,000.00	\$ 9,000.00	\$ -	\$ -
Task #2 Comprehensive Demographics, Housing Analysis & Land Use	\$ 18,000.00	100%	\$ 18,000.00	\$ 7,200.00	\$ 10,800.00	\$ -
Task #3 Enrollment Trends & Regional Educational Landscape	\$ 18,000.00	81%	\$ 14,650.00	\$ -	\$ 14,650.00	\$ 3,350.00
Task #4 Enrollment Projections Districtwide and by School/Program	\$ 45,000.00	15%	\$ 6,550.00	\$ -	\$ 6,550.00	\$ 38,450.00
Task #5 Space Inventory & Capacity Analysis	\$ 45,000.00	5%	\$ 2,200.00	\$ -	\$ 2,200.00	\$ 42,800.00
Task #6 Planning for the Future - Options (Advantages/Disadvantages)	\$ 18,000.00	0%	\$ -	\$ -	\$ -	\$ 18,000.00
Task #7 Public Meetings & Workshop (Total of 9 Incl. Workshop)	\$ 18,000.00	20%	\$ 3,600.00	\$ 1,800.00	\$ 1,800.00	\$ 14,400.00
Task #8 Final Report	\$ 9,000.00	0%	\$ -	\$ -	\$ -	\$ 9,000.00
<b>TOTAL BASE SERVICES</b>	<b>\$ 180,000.00</b>	<b>30%</b>	<b>\$ 54,000.00</b>	<b>\$ 18,000.00</b>	<b>\$ 36,000.00</b>	<b>\$ 126,000.00</b>

**AMOUNT DUE THIS INVOICE \$ 36,000.00**

**APPROVED**

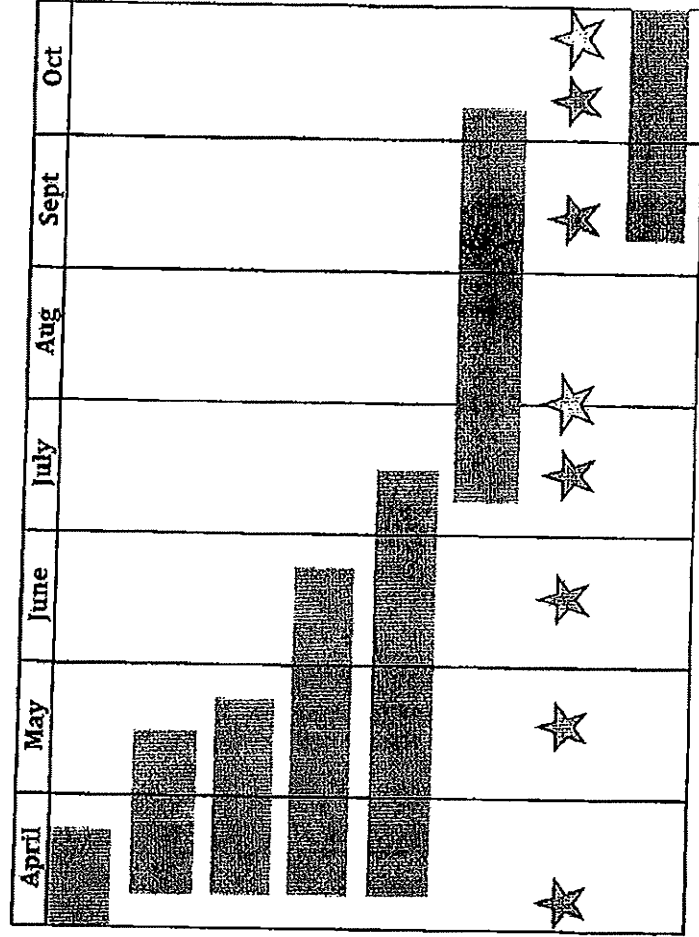
By: [Signature]  
 By: [Signature] 7/28/16

SUBMITTED BY:

Milone & MacBroom

CLIENT APPROVAL

Claudio Bazzano  
 Hartford Public Schools



**Task**  
1 Project Initiation

2 Demographics, Housing, Land Use Analysis

3 Enrollment Trends

4 Enrollment Projections

5 Space Inventory, Benchmarking, Capacity Analysis

6 Planning for Future (Recommendations)

7 Public Meetings

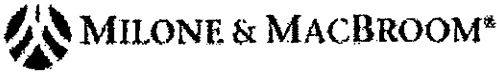
8 Final Report



Board of Education Meeting



Advisory Committee Meeting



Inv# 76888 \$ 27,000.00  
 Milone & Macbroom Inc.  
 07/11/2016 # Pages 6 FP6 DOC120S15205  
 PO# 20164539

**INVOICE**

HARTFORD PUBLIC SCHOOLS  
 960 MAIN STREET 9TH FLOOR, HARTFORD, CT 06103  
 Care of:  
**ARCADIS/O&G/C&R Program Management**  
 207 Main Street - Suite 200  
 Hartford, CT 06106

Date: 7/11/2016  
 Project: School Master Plan  
 Invoice No: 76888  
 Purchase Order No: 20164539

**PROCESSED**

Date: 8-3-16  
 Batch No. 829  
 Vendor No. 10392  
 Doc No. 059257

Payment Application No.: 3

Project Name: School Master Plan  
 Project #4813-02

Professional Services:

For Professional Services Rendered: June 01, 2016 to June 30, 2016

SERVICES	Contract Amount	% Billed	Earned	Previously Billed	Current Billing	Remaining
<u>SERVICES</u>						
Task #1 Project Initiation	\$ 9,000.00	100%	\$ 9,000.00	\$ 9,000.00	\$ -	\$ -
Task #2 Comprehensive Demographics, Housing Analysis & Land Use	\$ 18,000.00	100%	\$ 18,000.00	\$ 18,000.00	\$ -	\$ -
Task #3 Enrollment Trends & Regional Educational Landscape	\$ 18,000.00	90%	\$ 16,150.00	\$ 14,650.00	\$ 1,500.00	\$ 1,850.00
Task #4 Enrollment Projections Districtwide and by School/Program	\$ 45,000.00	58%	\$ 26,250.00	\$ 6,550.00	\$ 19,700.00	\$ 18,750.00
Task #5 Space Inventory & Capacity Analysis	\$ 45,000.00	14%	\$ 6,200.00	\$ 2,200.00	\$ 4,000.00	\$ 38,800.00
Task #6 Planning for the Future - Options (Advantages/Disadvantages)	\$ 18,000.00	0%	\$ -	\$ -	\$ -	\$ 18,000.00
Task #7 Public Meetings & Workshop (Total of 9 incl. Workshop)	\$ 18,000.00	30%	\$ 5,400.00	\$ 3,600.00	\$ 1,800.00	\$ 12,600.00
Task #8 Final Report	\$ 9,000.00	0%	\$ -	\$ -	\$ -	\$ 9,000.00
<b>TOTAL BASE SERVICES</b>	<b>\$ 180,000.00</b>	<b>45%</b>	<b>\$ 81,000.00</b>	<b>\$ 54,000.00</b>	<b>\$ 27,000.00</b>	<b>\$ 99,000.00</b>

**AMOUNT DUE THIS INVOICE \$ 27,000.00**

SUBMITTED BY:

Milone & MacBroom

CLIENT APPROVAL

Claudio Bazzano  
 Hartford Public Schools

**APPROVED**  
 By: *[Signature]* 7/26/16  
 By: *[Signature]* 7/28/16

**Invoice**



**MILONE & MACBROOM**

99 Realty Drive  
Cheshire, CT 06410  
(203) 271-1773 Fax: (203) 272-9733

Claudio Bazzano  
Hartford Public Schools  
960 Main Street, 9th Floor  
Hartford, CT 06103

July 11, 2016  
Invoice No: 76888

Project Manager Michael Zuba

Project 4813-02 School Master Plan - Hartford, CT  
P.O. #20164539

Professional Services for the Period: June 01, 2016 to June 30, 2016

Billing Group -01 10 Year Master Plan

Total Fee 180,000.00

Percent Complete	45.00	Total Earned	81,000.00
		Previous Fee Billing	54,000.00
		Current Fee Billing	27,000.00
		<b>Total Fee</b>	<b>27,000.00</b>

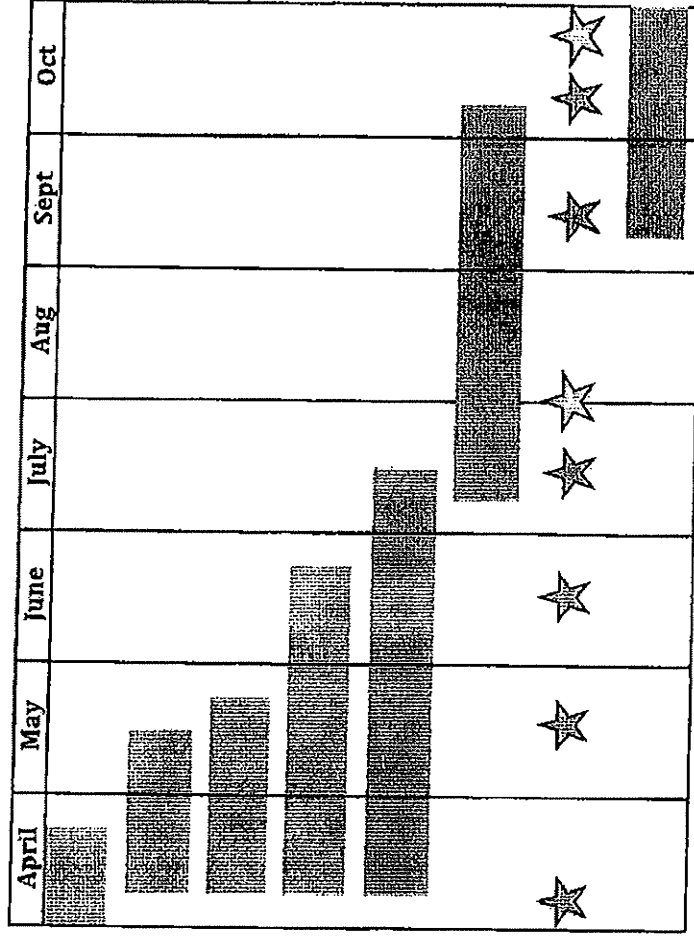
**Billing Group Total \$27,000.00**

**Total Project Invoice Amount \$27,000.00**

**Outstanding Invoices**

Number	Date	Balance
76099	5/9/2016	18,000.00
76459	6/8/2016	36,000.00
<b>Total</b>		<b>54,000.00</b>





Task

- 1 Project Initiation
- 2 Demographics, Housing, Land Use Analysis
- 3 Enrollment Trends
- 4 Enrollment Projections
- 5 Space Inventory, Benchmarking, Capacity Analysis
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- 7 Public Meetings
- 8 Final Report

★ Board of Education Meeting

★ Advisory Committee Meeting